

**DRAFT**

**STATE PLAN FOR  
INDEPENDENT LIVING  
(SPIIL)**

**Chapter 1, Title VII of the Rehabilitation Act of 1973,  
as Amended**

**STATE INDEPENDENT LIVING SERVICES (SILS) PROGRAM  
PART B**

**CENTERS FOR INDEPENDENT LIVING (CIL) PROGRAM  
PART C**

**FISCAL YEARS 2008 - 2010**

**Effective Date: October 1, 2007**

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## PART I: Assurances

State of: ARIZONA

### Section 1: Legal Basis and Certifications

- 1.1 The designated State unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs is **Arizona Department of Economic Security, Rehabilitation Services Administration** (insert name of DSU). *34 CFR 76.104(a)(1) and (2); 34 CFR 364.22(a)*
- 1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind is **N/A** (insert name of separate State agency). Indicate N/A if not applicable. *34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22(c)*
- 1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is **Arizona Governor's Statewide Independent Living Council** (insert name of SILC). *34 CFR 364.21(a)*
- 1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL. *34 CFR 76.104(a)(7); 34 CFR 364.20(c) and (d)*
- 1.5 The DSU, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL. *34 CFR 76.104; 34 CFR 80.11(c)*
- 1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law. *34 CFR 76.104(a)(4) and (8)*
- 1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is **Tracy L. Wareing, DES Director** (Name, title of DSU director) and **N/A** (Name, title of separate State agency director, if applicable). *34 CFR 76.104(a)(5) and (6)*

### Section 2: SPIL Development

- 2.1 The plan shall be reviewed and revised not less than once every three years, to ensure the existence of appropriate planning, financial support and coordination, and other assistance to appropriately address, on a statewide and comprehensive basis, the needs in the State for:

- the provision of State independent living services;
- the development and support of a statewide network of centers for independent living; and
- working relationships between programs providing independent living services and independent living centers, the vocational rehabilitation program established under title I, and other programs providing services for individuals with disabilities. *34 CFR 364.20(f)*

2.2 The DSU and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan. *34 CFR 364.20(g)(1)*

2.3 The DSU and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSU and SILC shall provide:

- appropriate and sufficient notice of the public meetings (that is, at least 30 days prior to the public meeting through various media available to the general public, such as newspapers and public service announcements, and through specific contacts with appropriate constituency groups and organizations identified by the DSU and SILC);
- reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
- public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication. *34 CFR 364.20(g)(2)*

2.4 At the public meetings to develop the State plan, the DSU and SILC identify those provisions in the SPIL that are State-imposed requirements beyond what would be required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367. *34 CFR 364.20(h)*

2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective. *34 CFR 364.28*

2.6 The DSU and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act. *34 CFR 364.20(e)*

### **Section 3: Independent Living Services**

- 3.1 The State, directly or through grants or contracts, will provide IL services with Federal, State,  
or other funds. *34 CFR 364.43(b)*
- 3.2 Independent living services shall be provided to individuals with significant disabilities in accordance with an independent living plan mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary. *34 CFR 364.43(c)*
- 3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:
- the availability of the CAP authorized by section 112 of the Act;
  - the purposes of the services provided under the CAP; and
  - how to contact the CAP. *34 CFR 364.30*
- 3.4 Participating service providers meet all applicable State licensure or certification requirements. *34 CFR 365.31(c)*

### **Section 4: Eligibility**

- 4.1 Any individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs authorized under chapter 1 of title VII of the Act. Any individual may seek information about IL services under these programs and request referral to other services and programs for individuals with significant disabilities, as appropriate. The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51. *34 CFR 364.40(a), (b) and (c)*
- 4.2 Service providers apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of significant disability of the individual applying for IL services. *34 CFR 364.41(a)*
- 4.3 Service providers do not impose any State or local residence requirement that excludes any individual who is present in the State and who is otherwise eligible for IL services from receiving IL services. *34 CFR 364.41(b)*

### **Section 5: Staffing Requirements**

- 5.1 Service provider staff includes personnel who are specialists in the development and provision of IL services and in the development and support of centers. *34 CFR 364.23(a)*
- 5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:

- with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
- in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act. *34 CFR 364.23(b)*

5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy. *34 CFR 364.24*

5.4 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act. *34 CFR 364.31*

## **Section 6: Fiscal Control And Fund Accounting**

6.1 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will comply with applicable EDGAR fiscal and accounting requirements and will adopt those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for those funds. *34 CFR 364.34*

## **Section 7: Recordkeeping, Access and Reporting**

7.1 In addition to complying with applicable EDGAR recordkeeping requirements, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will maintain records that fully disclose and document:

- the amount and disposition by the recipient of that financial assistance;
- the total cost of the project or undertaking in connection with which the financial assistance is given or used;
- the amount of that portion of the cost of the project or undertaking supplied by other sources;
- compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- other information that the Commissioner determines to be appropriate to facilitate an effective audit. *34 CFR 364.35(a) and (b)*

7.2 With respect to the records that are required by 34 CFR 364.35, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will submit reports that the Commissioner determines to be appropriate. *34 CFR 364.36*

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, to the records listed in 34 CFR 364.37 for the purpose of conducting audits, examinations, and compliance reviews. 34 CFR 364.37

## **Section 8: Protection, Use, and Release of Personal Information**

8.1 Each service provider will adopt and implement policies and procedures to safeguard the confidentiality of all personal information, including photographs and lists of names in accordance with the requirements of 34 CFR 364.56(a)(1-6). 34 CFR 364.56(a)

## **Section 9: Signatures**

After having carefully reviewed all of the assurance in sections 1 – 8 of this SPIL, the undersigned hereby affirm that the State of Arizona is in compliance and will remain in compliance with the aforementioned assurances during 2008 - 2010 (specify the three-year period covered by this SPIL).

The effective date of this SPIL is October 1, 2007 (year)

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SIGNATURE OF SILC CHAIRPERSON

DATE

Donna Powers

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NAME OF SILC CHAIRPERSON

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SIGNATURE OF DSU DIRECTOR

DATE

Tracy L. Wareing, Director, Arizona Department of Economic Security

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NAME AND TITLE OF DSU DIRECTOR

N/A

---

SIGNATURE OF DIRECTOR OF THE SEPARATE

DATE

STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND

N/A

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NAME AND TITLE OF THE DIRECTOR OF THE

SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND

## Part II: Narrative

### Section 1: Goals, Objectives and Activities

#### 1.1 Goals and Mission – 34 CFR 364.42(b)(1)

Describe the overall goals and mission of the State's IL programs and services. The SPIL must address the goals and mission of both the SILS and the CIL programs, including those of the State agency for individuals who are blind as they relate to the parts of the SPIL administered by that agency.

**1.1 Response:** The overall mission of the Arizona State Plan for Independent Living (SPIL) is to facilitate systemic enhancements and/or changes that promote and support the dignity, inclusion, independence, non-discrimination, and productivity of people with disabilities who live in Arizona. This mission is based on the overall goals and mission of the State's Independent Living (IL) programs and services to offer programs and services that assist people with significant disabilities to maximize independence and community participation and to advocate for their independent living needs.

The goals of the SPIL are:

- **Goal A** – Promote and support advocacy strategies that impact Independent Living.
- **Goal B** – Enhance and expand collaborations among organizations to promote and support disability diversity awareness training and/or education.
- **Goal C** – Enhance and expand outreach to promote and support community inclusion of people with disabilities (PWD) with an emphasis on unserved and underserved populations.
- **Goal D** – Promote and support IL resource and organizational capacity building.
- **Goal E** – Promote and support the enhancement and expansion of the State Independent Living Services (SILS) and Centers for Independent Living (CIL) Programs.

#### 1.2 Objectives – 34 CFR 364.42(a)(1) and (d); 34 CFR 364.32; 34 CFR 364.33

1.2A Specify the objectives to be achieved and the time frame for achieving them.

**1.2A Response:** See **2008/2010 Arizona SPIL - Goals & Objectives** matrix (Attachment 1)

The objectives of the SPIL are:

- **Goal A** – Promote and support advocacy strategies that impact



Independent Living.

- **Objective A1**: Identify and prioritize IL issues related to Assistive Technology, Emergency Preparedness, Healthcare, Housing, Transition, and Transportation.
- **Objective A2**: Promote and support statewide advocacy projects that address IL issues.
- **Objective A3**: Establish and/or expand communication networks with IL stakeholders and policy makers.
- **Objective A4**: Participate in, promote, and/or support national advocacy organizations/projects that address IL issues.
- **Objective A5**: Review and evaluate annually the preceding objectives and action steps and modify or revise accordingly as needed.
- **Goal B** – Enhance and expand collaborations among organizations to promote and support disability diversity awareness training and/or education.
  - **Objective B1**: Establish a business/Arizona Governor’s Statewide Independent Living Council (AZ SILC) partnership program.
  - **Objective B2**: Promote and support events and/or programs that enhance the cultural/societal images of people with disabilities (PWD).
  - **Objective B3**: Enhance and expand the multi-organizational disability related event calendar.
  - **Objective B4**: Review and evaluate annually the preceding objectives and action steps and modify or revise accordingly as needed.
- **Goal C** – Enhance and expand outreach to promote and support community inclusion of PWD with an emphasis on unserved and underserved populations.
  - **Objective C1**: Transpose and present AZ SILC and SILS and CIL programs presentation/promotional materials in accessible and culturally competent language formats.
  - **Objective C2**: Identify populations for outreach efforts that are considered unserved and underserved (as defined and published by U.S. OSERS/RSA in their instruction manual for the 704 report).
  - **Objective C3**: Collaborate annually in at least four community events, e.g. complex/nursing homes, college Disability Resource Services, rehabilitation units, disability expos, and/or legislative sessions.
  - **Objective C4**: Review and evaluate annually the preceding objectives and action steps and modify or revise accordingly as needed.
- **Goal D** – Promote and support IL resource and organizational capacity building.
  - **Objective D1**: Analyze and review IL statistical data, demographics, and funding.

- **Objective D2**: Promote and support expanding the IL network.
- **Objective D3**: Develop an Arizona marketing plan for IL.
- **Objective D4**: Promote and support a statewide disability youth advocacy training program.
- **Objective D5**: Promote and support the development of comprehensive approaches or systems for providing IL services.
- **Objective D6**: Review and evaluate annually the preceding objectives and action steps and modify or revise accordingly as needed.
- **Goal E** – Promote and support the enhancement and expansion of the State Independent Living Services (SILS) and Centers for Independent Living (CIL) Programs.
  - **Objective E1**: Create and distribute a matrix of SILS and CIL programs/services.
  - **Objective E2**: Assess gaps in SILS and CIL programs for unserved and underserved populations with particular attention to the deaf/blind population.
  - **Objective E3**: Collaborate with stakeholders in the deaf/blind community to ameliorate identified gaps in services.
  - **Objective E4**: Advocate for the implementation of strategies to address deaf/blind SILS and CIL programs issues.
  - **Objective E5**: Review and evaluate annually the preceding objectives and action steps and modify or revise accordingly as needed.

**Reference Attachment 1 for a complete listing of the associated Action Steps and Target Dates for completing the SPIL Goals and Objectives**

1.2B Describe the steps planned regarding outreach to populations in the State that are unserved or underserved by programs under title VII, including minority groups and urban and rural populations. This section of the SPIL must:

- Identify the populations to be designated for targeted outreach efforts;
- Identify the geographic areas (i.e., communities) in which the targeted populations reside;  
and
- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed.

**1.2B Response:** With reference to Goal C of the SPIL, AZ SILC, in collaboration with the SILS and CIL programs, will annually review census data and other pertinent demographic sources to identify and locate individuals with significant disabilities in each of the 15 counties of Arizona who have cognitive and sensory impairments, are members of racial and ethnic minority groups, or live in rural areas. Additionally, AZ SILC has identified the following populations as unserved or underserved: individuals with disabilities who are 65 years or older; are between the ages of 18 and 25 years old; live on

reservations; are migrant farm workers; and, live in institutional settings.

AZ SILC, in concert with the SILS and CIL programs, will target three specific unserved or underserved populations annually for outreach presentations and/or town hall meetings. Prior to each event, AZ SILC will assess at a grassroots level what the target population identifies as their priority disability-related issues and needs. AZ SILC will draft an agenda based on the issues and needs identified and will coordinate and support the logistics for each presentation and meeting. AZ SILC will transpose and present information and other related IL materials in accessible and culturally competent language formats specifically for each event.

AZ SILC will also attempt to identify appropriate event attendees to recruit as possible candidates for appointment to the Council (SILC).

### 1.3 Financial Plan – 34 CFR 364.42(a)(2) and (3); 34 CFR 364.29

Describe in sections 1.3A and 1.3B, below, the financial plan for the use of Federal and non-Federal funds to meet the SPIL objectives.

#### **1.3A Financial Plan Tables**

Complete the financial plan tables covering years 1, 2 and 3 of this SPIL. For each funding source, provide estimated dollar amounts anticipated for the applicable uses. The financial plan table should include only those funding sources and amounts that are intended to support one or more of the objectives identified in section 1.2 of the SPIL. To the extent possible, the tables and narratives must reflect the applicable financial information from centers for independent living. Refer to the SPIL Instructions for additional information about completing the financial tables and narratives.

- Insert additional rows for the specific funding sources and amounts expected within the categories of Other Federal Funds and Non-Federal Funds.

#### **1.3A Response:**

##### **Year 1**

<b><u>Sources</u></b>	<b><u>Approximate Funding Amounts and Uses</u></b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B	\$110,000	\$299,331		
Chapter 1, Part C		\$895,128	\$206,075	
Chapter 2, Older Individuals Who are Blind				

<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$220,266			
Other				
<b>Non-Federal Funds</b>				
State Funds		\$177,373		
Other				

## **Year 2**

<b><u>Sources</u></b>	<b><u>Approximate Funding Amounts and Uses</u></b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B	\$110,000	\$299,331		
Chapter 1, Part C		\$921,982	\$212,257	
Chapter 2, Older Individuals Who are Blind				
<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$220,266			
Other				
<b>Non-Federal Funds</b>				
State Funds		\$177,373		
Other				

## **Year 3**

<b><u>Sources</u></b>	<b><u>Approximate Funding Amounts and Uses</u></b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				

Chapter 1, Part B	\$110,000	\$299,331		
Chapter 1, Part C		\$949,982	218,625	
Chapter 2, Older Individuals Who are Blind				
<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$220,266			
Other				
<b>Non-Federal Funds</b>				
State Funds		\$177,373		
Other				

### 1.3B Financial Plan Narratives

1.3B(1) Specify how the part B, part C and chapter 2 (Older Blind) funds, if applicable, will further the SPIL objectives.

**1.3B(1) Response:** To further the objectives of this SPIL, Part B and Part C funds will be used as follows:

- Approximately 33% of the Part B funds are allocated to AZ SILC to be expended in addressing and realizing the SPIL Goals and Objectives (Reference 5.1B of this SPIL, the SILC Resources plan, for the amounts allocated to each Goal during the term of the SPIL);
- Approximately 67% of the Part B funds are allocated to the SILS program to provide direct consumer services;
- The CILs collectively allocate their Part C funds by using 77% for direct consumer services and 23% for operations. The CILs and Designated State Unit (DSU) are partners with AZ SILC in addressing and realizing the Goals and Objectives of the SPIL; and,
- No Chapter 2 funds will be applied to the Goals and Objectives of the SPIL.

1.3B(2) Describe efforts to coordinate Federal and State funding for centers and IL services, including the amounts, sources and purposes of the funding to be coordinated.

**1.3B(2) Response:** Although services are planned by the SILS and CIL programs to compliment and not duplicate the efforts of the different programs, there is no formal effort to coordinate Federal and State funding for SILS and CIL

programs services.

1.3B(3) Describe any in-kind resources including plant, equipment or services to be provided in support of the SILC resource plan, IL services, general CIL operations and/or other SPIL objectives.

**1.3B(3) Response:** N/A

1.3B(4) Provide any additional information about the financial plan, as appropriate.

**1.3B(4) Response:** Arizona Rehabilitation Services Administration (AZRSA) and AZ SILC agree that \$110,000 of Part B funds will be given to AZ SILC to support SPIL activities, with the balance supporting the AZRSA Independent Living Rehabilitation Services (ILRS) Program to provide IL services directly to individuals with significant disabilities. AZRSA will use up to \$220,266 of Title 1 Innovation and Expansion funds to support AZ SILC's operating expenses.

1.4 Compatibility with Title VII and the CIL Work plans – 34 CFR 364.42(c) and (e)

1.4A Describe how the SPIL objectives are consistent with and further the purpose of chapter 1 of title VII of the Act as stated in section 701 of the Act and 34 CFR 364.2.

**1.4A Response:** The SPIL objectives are consistent with and further the purpose of Chapter 1 of Title VII of the Act as stated in section 701 of the Act. Those objectives include:

**Provide IL services to individuals with significant disabilities.**

- **Objectives A1, A2, A3, B1, B2, B3, C2, D2, D4E1, and E3:** Services can be the result of the activities of these objectives.

**Demonstrate ways to expand and improve IL services.**

- **Objective D2:** AZ SILC will support CyberCIL of Arizona, the virtual center for independent living, and Cochise Ability, a satellite office of DIRECT Center for Independent Living providing services in a rural area, with grants for up to three years for their continued development and expansion. During the term of the SPIL, \$20,000, \$18,000, and \$16,000 respectively will be available for CyberCIL as well as \$20,000 annually for Cochise Ability.

**Support the general operation of CILs.**

- **Objective D1:** AZ SILC will support and promote a Geographic Information System (GIS) workshop for all the CILs executive directors and senior staff. The focus of the workshop will be the social mapping of Arizona.
- **Objective D2:** AZ SILC will pursue state funding appropriations allocated to establishing and expanding CIL programs and services in

rural counties in Arizona (Cochise, Mohave, Navajo, Pinal and La Paz).

- **Objective D3:** AZ SILC will promote and support developing a corporate branding of IL in Arizona with the development of a state logo for IL and a statewide media campaign.

**Support activities to increase capacity of public or nonprofit agencies and organizations and other entities to develop comprehensive approaches or systems for providing IL services.**

- **Objective D5:** AZ SILC will continue to serve on the boards of directors of various partners (e.g. Arizona Center for Disability Law, Arizona Technology Access Program, among others) to influence those organizations to develop innovative approaches and provide IL services. AZ SILC will also collaborate with various organizations by serving on steering committees (e.g. Arizona Long Term Care System (ALTCS) Consumer Directed Care, Aging and Disability Resource Center, ArtAbility) to coordinate and design new projects to ensure that a commitment to IL principles and philosophy is demonstrated.

**Conduct studies and analyses, gather information, develop model policies and procedures, and present information, approaches, strategies, findings, conclusions, and recommendations to federal, state, and local policy makers to enhance IL services.**

- **Objective A1:** AZ SILC will identify and prioritize key issues affecting IL through the development of a consumer assessment questionnaire that will be implemented to gather consumer feedback on key issues (assistive technology, emergency preparedness, healthcare, housing, transition, and transportation for PWD).
- **Objective A2:** AZ SILC will use the data collected in conjunction with the IL Summit.
- **Objective A3:** AZ SILC will also use the data to facilitate discussions with policy makers. The funds allocated for this purpose may support needs assessment activities at the summit itself or sustain separate assessment activities, such as focus groups, surveys, polls, and reviews of existing demographic information.

**Train individuals with significant disabilities, individuals who provide services to persons with significant disabilities, and other persons regarding IL philosophy.**

- **Objective A2:** AZ SILC in collaboration with the SILS and CIL programs will coordinate and convene a statewide IL Summit to explore issues identified in Objective A1.
- **Objective A3:** AZ SILC will promote and support a statewide consumer internet legislative training on the Arizona Legislative Information System (ALIS). By using ALIS, consumers can track issues and convey their opinions and wishes for those issues directly to the policy makers involved in the disposition of the issues as the issues progress through the

legislative process.

- **Objective B1:** AZ SILC will seek to establish partnerships with key players in the business community to conduct disability awareness and etiquette training with the intent to change the prevailing perception of accessibility from an onerous, mandatory requirement to a positive marketing strategy that will enhance and expand their customer base.
- **Objective B2:** AZ SILC will collaborate with educators at the University of Arizona to support the adoption of a Disabilities Studies Curriculum, as well as modify that curriculum so that it could be offered as Continuing Education Unit credit at conferences, trainings and related activities for service providers.
- **Objective B3:** AZ SILC will coordinate disability-related art events (e.g. a movie festival featuring films that thematically involve disability issues).

**Provide outreach to unserved or underserved populations, including minority groups and urban and rural populations.**

- **Objective C1:** AZ SILC will make available and/or transpose all IL presentation materials in accessible and culturally competent language formats.
- **Objective C2:** AZ SILC will target three unserved or underserved populations annually for outreach presentations and/or town hall meetings.
- **Objective D4:** AZ SILC will promote and support a statewide disability youth advocacy training program.

1.4B Describe how, in developing the SPIL objectives, the DSU and the SILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living under section 725(c)(4) of the Act.

**1.4B Response:** The SPIL objectives were developed with the direct involvement of the CILs. A review of the previous SPIL and brainstorming/strategic planning meeting was held to identify goals and objectives for the new SPIL, which involved AZ SILC members and staff, DSU staff and CILs executive directors (EDs), board members and staff. Everyone's priorities and suggested objectives were presented to the group and considered in the identification of goals and objectives. Additionally, CILs were represented on a work group which finalized the recommended goals and objectives for the new SPIL. Additionally, to be consistent with the CILs' work plans, AZ SILC will continue to:

- Collaborate with the CILs and other partner agencies to coordinate a legislative training experience for consumers and family members during the annual legislative session;
- Collaborate with the CILs to develop and implement advocacy strategies for the appropriation of state matching funds sufficient to pull down the full federal allocation of Vocational Rehabilitation (VR) funds available to AZRSA;



- AZ SILC and CILs staff will annually visit the U. S. Congressional representatives and senators from Arizona to advocate for IL related programs, services, and funding; and,
- Collaborate with the CILs and other partner agencies to develop and implement a statewide disability vote coalition. AZ SILC will serve as the fiscal agent and supervise a disability vote organizer who will be an employee of the council.

CILs will work collaboratively with AZ SILC to:

- Identify and prioritize key issues affecting IL through a consumer/stakeholder feedback system/needs assessment;
- Assist AZ SILC with consumer focus groups;
- Plan and coordinate a biennial statewide IL Summit;
- Enhance and expand the statewide communication systems for disseminating disability related information and advocacy alerts through the Empower and Arizona Disability Advocacy Coalition (AZDAC) list serves; and,
- Assign staff to participate on various council committees.

The AZ SILC executive director and the state's five CILs executive directors will continue to meet quarterly to discuss CIL expansion and strategies for funding this expansion.

#### 1.5 Cooperation, Coordination, and Working Relationships Among Various Entities – 34 CFR 364.26

Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.

- The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.

**1.5 Response:** The SILS program, AZ SILC and CILs enjoy a close working relationship in Arizona. Continued efforts to maximize cooperation, coordination and good working relationships will include informal activities, those activities engaged in by staff on a daily basis to include conferences, trainings, referrals and various meeting participation, and formal activities, as outlined in the objectives and activities in this SPIL, section 1.2. The DSU and CILs will continue to be represented and actively participate on the Council. Although an objective activity, the AZ SILC ED, CILs EDs and the DSU Administrator meet on a quarterly basis, which will help to accomplish cooperation and coordination.

The DSU will cooperate and coordinate with:

- AZ SILC;
- the CILs;
- Other State/Department of Economic Security (DES) agencies (Arizona Health Care Cost Containment System - AHCCCS, Department of Health Services - DHS, Division of Developmental Disabilities - DDD and Division of Aging and Adult Services - DAAS);
- Other Governor's Councils (Governor's State Rehabilitation Council, Governor's Council on Spinal and Head Injury, Governor's Council on Blindness and Visual Impairment, Governor's Council on Developmental Disabilities, and Arizona Commission for the Deaf and Hard of Hearing);
- Disability Groups/Associations (Arizona Center for Disability Law, Client Assistance Program - CAP, Arizona Disability Advocacy Coalition - AZDAC, Arizona Council of the Blind, National Federation of the Blind of Arizona, American Foundation for the Blind, Brain Injury Association of Arizona, Arizona Spinal Cord Injury Association, and ARCs); and,
- Providers and other advocacy and disability groups.

AZ SILC convenes, coordinates, and hosts multiple disability-related committee and coalition meetings at its office. They include:

- ArtAbility, a coalition of arts and disability organizations that focuses on enhancing and expanding access to Arizona arts;
- Arizona Disability Advocacy Coalition (AZDAC), a coalition of 17 disability-related organizations that focus on global disability specific legislation;
- Emergency Preparedness Planning for PWD, a committee of 12 disability organizations and emergency service providers that explore and evaluate strategies to deliver emergency service to PWD;
- VR Self-Employment Review Committee, a committee composed of VR counselors, CILs staff, business consultants, and AZ SILC members that review and evaluate applicants' business plans;
- Community Collaboration Committee, a group composed of council members, CILs, AZRSA, and AZ SILC staff that explore establishing working partnerships with other groups in the disability community in order to work complementarily and avoid overlapping efforts;
- Public Policy, a group composed of representatives from other disability councils, CILs staff, AZ SILC council members, and consumers that advise and work with policy makers on issues that affect PWD living independently;
- Training and Education, a group composed of council members, consumers, and a representative from the Arizona Center for Disability Law that conducts presentations and distributes materials related to disability awareness and etiquette;
- The CIL Networking Committee, a quarterly meeting of the all the CILs

- executive directors and the administrator of AZRSA; and,
- The Arizona Get Out the Vote Project, a coalition of 20 disability and service provider organizations that focus on voter registration in the disability community.

Additionally, the AZ SILC executive director serves on the following boards and committees:

- The Advisory Board of the Arizona Technical Access Program (AZTAP);
- The Board of Directors of the Arizona Center for Disability Law;
- The Board of Directors for ArtAbility;
- Aging and Disability Resource Center (ADRC) steering committee;
- The Americorp Disability Inclusion steering committee;
- Arizona Long Term Care System (ALTCS), Consumer Directed Care steering committee;
- The AZTAP annual AT conference steering committee; and,
- The Arizona Loans for Assistive Technology

AZ SILC will cooperate and coordinate with:

- AZ Department of Education;
- AZ Department of Health Services;
- AZ Division of Developmental Disabilities;
- AZ Division of Aging and Adult Services;
- AZ Division of Emergency Management;
- AZ Governor's Commission on Community Service;
- AZ Governor's Council on Development Disabilities;
- AZ Commission for the Deaf and Hard of Hearing;
- AZ Spinal Cord Injury Association;
- AZ Center for Disability Law;
- Arizona State University;
- University of Arizona;
- People First of AZ;
- Institute of Human Development, Northern Arizona University;
- AZ Disability Advocacy Coalition;
- Foundation for Blind Children;
- American Red Cross;
- Arizona Theatre Company;
- Scottsdale Council on the Arts;
- Phoenix Cultural Council;
- Creating Community Inclusion; and,
- St. Joseph's Hospital, Barrow's Neurological Institute.

#### 1.6 Coordination of Services – 34 CFR 364.27

Describe how IL services funded under chapter 1 of title VII of the Act will be coordinated with

and complement other services to avoid unnecessary duplication with other Federal, State, and local programs, including the OIB program authorized by chapter 2 of title VII of the Act, that provide IL- or VR-related services.

**1.6 Response:** IL services funded under chapter 1 of Title VII of the Act are provided by the DSU and CILs, who also provide the vast majority of services under other Federal, State and local programs, including the Older Individuals who are Blind (OIB) program authorized by chapter 2, Title VII of the Act, so as to compliment the array of services offered and avoid duplications. An objective of this SPIL will identify the various IL programs and services in the State to promote coordination and capacity building.

#### 1.7 Independent Living Services for Individuals who are Older Blind – 34 CFR 364.28

Describe how the DSU seeks to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under the Older Individuals who are Blind program and that the DSU determines to be effective.

**1.7 Response:** The DSU recognizes the work of the Older Individuals who are Blind (OIB) program in the area of looking at, promoting and providing resources to services to the special population of older individuals who are deaf/blind. An Objective in this SPIL will address deaf/blind SILS issues. Additionally, the effectiveness of how the OIB program contracts with a CIL to provide direct consumer services and uses subrecipient vendors to provide IL services funded under chapter 2 of Title VII of the Act are recognized, although neither are used in the SILS program currently.

### **Section 2: Scope, Extent, and Arrangements of Services**

#### 2.1 Scope and Extent – 34 CFR 364.42(b)(2)(3); 34 CFR 364.43(b); 34 CFR 364.59(b)

2.1A Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.2 of this SPIL, and whether the services will be provided by the CILs or by the DSU (directly and/or through contract or grant).

#### **2.1A Response:**

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/ grants)</b>
Core Independent Living Services, as follows:			
- Information and referral	E3.3		D2.1, D2.4, D2.5, E3.3
- IL skills training	E3.3		D2.1, D2.4, D2.5, E3.3
- Peer counseling	E3.3		D2.1, D2.4, D2.5, E3.3
- Individual and systems advocacy	E3.3		D2.1, D2.4, D2.5, E3.3
Counseling services, including psychological, psychotherapeutic, and related services	A1.3f, A1.5f		A1.3f, A1.5f
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities)	A1.4f, A1.5f		A1.4f, A1.5f
Rehabilitation technology	A1.1f, A1.5f		A1.1f, A1.5f
Mobility training	A1.5f, A1.6f		A1.5f, A1.6f
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	A1.5f		A1.5f
Personal assistance services, including attendant care and the training of personnel providing such services	A1.3f, A1.5f		A1.3f, A1.5f
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	A1.1b, A1.2c, A1.3b, A1.4b, A1.5b, A1.6b, E2.3		A1.1b, A1.2c, A1.3b, A1.4b, A1.5b, A1.6b
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act	C2.2, E1.3		C2.2, E1.3
Education and training necessary for living in the community and participating in community activities	A1.2g, A1.4f, A1.5f, A2.2, A3.3, A3.4, B1.4, B2.4b, B3		A1.2g, A1.4f, A1.5f, A2.2, A3.3, A3.4, B1.4, B2.4b, B3
Supported living	A1.4f, A1.5f		A1.4f, A1.5f
Transportation, including referral and assistance for such transportation	A1.5f, A1.6f		A1.5f, A1.6f

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/ grants)</b>
Physical rehabilitation	A1.3f		A1.3f
Therapeutic treatment	A1.3f		A1.3f
Provision of needed prostheses and other appliances and devices	A1.1f		A1.1f
Individual and group social and recreational services	A1.4f, A1.5f		A1.4f, A1.5f
Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	D4.4		D4.4
Services for children with significant disabilities			
Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities	A1.2g, A2.2e, A3.3, A3.4, B1.4, B2.4b, B3		A1.2g, A2.2e, A3.3, A3.4, B1.4, B2.4b, B3
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	A1.3f, A1.5f		A1.3f, A1.5f
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	A1.2g, A1.5f, A1.6f, A2.2e, B1.4, B2.4b, B3		A1.2g, A1.5f, A1.6f, A2.2e, B1.4, B2.4b, B3
Other necessary services not inconsistent with the Act			

2.1B Describe any service provision priorities, including types of services or populations, established for meeting the SPIL objectives identified in section 1.2.

**2.1B Response:** The objectives identified in this SPIL, section 1.2, include the priorities to address assistive technology, emergency preparedness, healthcare, housing, transition and transportation for PWD, opportunities to register to vote, consumer internet legislative training participation, disability related cultural event participation, outreach presentation and town hall meeting participation, core services availability statewide, statewide disability youth advocacy training participation and deaf/blind SILS and CIL programs services, especially for populations identified as unserved and underserved (defined as individuals with significant disabilities who have cognitive and sensory impairments, are members of racial and ethnic minority groups, or live in rural areas).

2.1C If the State allows service providers to charge consumers for the cost of services or to consider the ability of individual consumers to pay for the cost of IL services, specify the types of IL services for which costs may be charged and for which a financial need test may be applied, and describe how the State will ensure that:

- Any consideration of financial need is applied uniformly so that all individuals who are eligible for IL services are treated equally; and
- Written policies and consumer documentation required by 34 CFR 364.59(d) will be kept by the service provider.

Indicate N/A if not applicable.

**2.1C Response:** The Arizona SILS program considers the ability of individual consumers to pay for the cost of specified IL services, including: physical and mental restoration, transportation, and adaptive aids and devices, for which a financial need test is uniformly applied. The ability for the consideration of financial need to be applied uniformly so that all individuals who are eligible for IL services are treated equally is because the DSU provides all services through the SILS program. Program policies exist regarding consideration of financial need, as well as State administrative code.

## 2.2 Arrangements for State-Provided Services – 34 CFR 364.43(d) and (e)

2.2A If the DSU will provide any of the IL services identified in section 2.1A through grants or contractual arrangements with third parties, describe such arrangements.

**2.2A Response:** The DSU does not provide any SILS IL services through grants or contractual arrangements with third parties.

2.2B If the State contracts with or awards a grant to a center for the general operation of the center, describe how the State will ensure that the determination of an individual's eligibility for services from that center shall be delegated to the center.

**2.2B Response:** The DSU does not contract with or award any grants to CILs for the general operation of centers.

## **Section 3: Design for the Statewide Network of Centers**

### 3.1 Existing Network – 34 CFR 364.25

Provide an overview of the existing network of centers, including non-Part C-funded centers that comply with the standards and assurances in section 725 (b) and (c) of the Act, and the geographic areas and populations currently served by the centers.

**3.1 Response:** Arizona currently has five Centers for Independent Living (CILs) that provide

a range of independent living services. The CILs are:

- **Arizona Bridge to Independent Living (ABIL)** located in Phoenix, Arizona. Their geographic service area includes 9,225 square miles in Maricopa, and northern parts of Pinal counties. In that area the number of people with disabilities is estimated to be 504,992 (U.S Census revised July 2005). ABIL is the fiscal agent and administrator for CyberCIL, until such time that it has the capacity to be self-sufficient.
- **DIRECT Independent Living Center** located in Tucson, Arizona. Their geographic service area includes 23,135 square miles in Pima, Graham, Cochise, Santa Cruz, and Greenlee counties. In that area the number of people with disabilities is estimated to be 191,292 (U.S Census revised July 2005). Cochise Ability functions as a satellite of DIRECT, until such time that it has the capacity to be free-standing.
- **Services Maximizing Independent Living Empowerment (SMILE)**, located in Yuma, Arizona. Their geographic service area includes 10,033 square miles in Yuma and La Paz counties. In that area the number of people with disabilities is estimated to be 34,660 (U.S Census revised July 2005).
- **New Horizons Independent Living Center** located in Prescott Valley, Arizona. Their geographic service area includes 92,082 square miles in Yavapai and Mohave counties, as well as the non-reservation segments of Coconino, Navajo, and Apache counties. In that area the number of people with disabilities is estimated to be 39,022 (U.S Census revised July 2005).
- **Assist! To Independence** located in Tuba City, Arizona. Their geographic service area includes 32,175 square miles on the reservations in Coconino, Navajo, and Apache counties. In that area the number of people with disabilities is estimated to be 22,414 (U.S Census revised July 2005).

### 3.2 Expansion of Network – 34 CFR 364.25

Describe the design for the further expansion of the network, including identification of the unserved and underserved areas in the State and the order of priority for serving these areas as additional funding becomes available (beyond the required cost-of-living increase).

**3.2 Response:** As a statewide council within a largely rural state, AZ SILC continues to explore strategies that will make IL information, programs and services accessible to residents of even the most remote regions of the State. Rural residents usually have access to very few providers, little or no accessible public transportation, and under-funded service delivery systems.

AZ SILC will continue to take steps to identify gaps in service provision, identify communities and community leaders invested in growing the CIL network, and prepare advocates to address and accept the challenges to



opening new centers. Among these are:

- **Objective D1:** AZ SILC will focus on action steps that specifically call for an on-going analysis of gaps and the capacity of each center to meet the area's needs.
- **Objective D2:** While the goal of AZ SILC is to continue to expand the network of CILs statewide, the Council recognizes that the size and isolation of most rural communities in Arizona make the establishment of traditional centers impractical. AZ SILC will continue the expansion of CyberCil of Arizona, the innovative virtual center for independent living. Located at [www.cybercil.com](http://www.cybercil.com), the center offers access to the core services and other ancillary services for those individuals who cannot or choose not to use a traditional CIL. Supported by staff at the other centers, CyberCil will utilize a three-year Part B grant to build their capacity and conduct resource development activities to wean away from Part B.
- **Center Development.** AZ SILC feels strongly that communities are best served by centers that have sturdy philosophical, programmatic, and financial underpinnings. AZ SILC believes that all existing CILs should be at a minimum funding threshold of \$300,000 before the development of any satellite offices. If, however, a community is unserved or underserved and does not have the grassroots support to administer a CIL satellite office, AZ SILC will promote and support expanding the CIL network with a branch office of an existing CIL.  
AZ SILC has identified the following criteria for the creation of a new center or satellite office:
  - An expressed desire by members of the community to have a CIL in their community. In the past this expression often was a result of an AZ SILC outreach presentation.
  - A commitment by grassroots advocates to work with an existing CIL as a mentor. AZ SILC will provide technical assistance to the grassroots advocates related to the recommended procedures and legal requirements involved in establishing a CIL. AZ SILC will also assist in coordinating a CIL mentor relationship, preferably with the CIL who has the responsibility for that part of the state.
  - A demonstrated ability to create and manage a CIL. There must be an adequate number of interested and qualified people with disabilities to staff and administer the proposed center. AZ SILC recognizes that there is a significant difference between expressing an interest in a center and actually being able to develop, staff, and administer one. It makes sense, therefore, to utilize the model successfully followed in Arizona and other states of creating a satellite of an existing center and eventually spinning it off to become a free-standing CIL.
- **Objective D2:** In order to strengthen the CIL network, AZ SILC will pursue state funding to establish and expand CIL branch and satellite offices.
- **Objective D2:** AZ SILC will continue an annual grant of \$20,000 in Part

B funds awarded to DIRECT Independent Living Center in Tucson to support the expansion of Cochise Ability, the consumer controlled organization in Sierra Vista that will soon realize its potential to become the next CIL.

### 3.3 Section 723 States Only – 34 CFR 364.39

3.3A If the State follows an order of priorities for allocating funds among centers within a State that is different from what is outlined in 34 CFR 366.22, describe the alternate order of priority that the DSU director and the SILC chair have agreed upon. Indicate N/A if not applicable.

**3.3A Response:** N/A

3.3B Describe how the State policies, practices and procedures governing the awarding of grants to centers and the oversight of these centers are consistent with 34 CFR 366.37 and 366.38.

**3.3B Response:** N/A

## **Section 4: Designated State Unit (DSU)**

### 4.1 Administrative Support Services – 34 CFR 364.4; 34 CFR 364.22(b)

4.1A Describe the administrative support services to be provided by the DSU for the SILS (Part B) program and, if the State is a Section 723 State, for the CIL (Part C) program.

- Refer to the SPIL Instructions for additional information about administrative support services.

**4.1A Response:** Administrative support is provided by DSU staff for IL services to individuals with significant disabilities the DSU administers for the SILS program, funded by Title VII, chapter 1, Part B. DSU management, professional and support staff all provide resource to administering the SILS program.

4.1B Describe other DSU arrangements for the administration of the IL program, if any.

**4.1B Response:** N/A

## **Section 5: Statewide Independent Living Council (SILC)**

### 5.1 Resource plan – 34 CFR 364.21(i)

5.1A Describe the resource plan prepared by the SILC in conjunction with the DSU for the provision of resources, including staff and personnel, made available under parts B and C of chapter 1 of title VII, section 101(a)(18) of the Act, and from other public and private sources that may be necessary to carry out the functions of the SILC identified in section 705(c). The description must address the three years of this SPIL.

– Refer to the SPIL Instructions for more information about completing this section.

**5.1A Response:**

**AZ SILC Resource Plan**

	2008	2009	2010
Income			
Title I I & E	220,266	220,266	220,266
Title VII Part B	110,00	110,000	110,00
Total Income	330,226	330,266	330,266
Expenses			
Administrative (Title I)	132,839	139,481	146,455
Operating (Title I)	58,000	52,000	46,000
Council Member Support (Title I)	29,427	28,785	27,811
Goal A (Title VII)	32,000	29,000	41,000
Goal B (Title VII)	12,500	17,000	17,500
Goal C (Title VII)	5,500	5,500	5,000
Goal D (Title VII)	60,000	58,500	46,500
Goal E	0	0	0
Total Expenses	330,266	330,266	330,266

5.1B Describe how the following SILC resource plan requirements will be addressed:

- The SILC’s responsibility for the proper expenditure of funds and use of resources that it receives under the resource plan.
- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.
- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

**5.1B Response:** To address the requirements of the resource plan, AZ SILC's executive committee and executive director shall prepare an annual income and expense budget that correlate to the Goals of the SPIL. That budget shall be presented to the full Council for approval. Once approved, the budget is shared and explained to the entire staff so they have a clear understanding of the fiscal parameters and restraints under which AZ SILC and they, as employees, must operate. The executive committee, at each of their monthly meetings, shall conduct a budget review and monthly comparison of actual expenses to budgeted expenses.

AZ SILC's executive director, in conjunction with the council chairperson and treasurer, shall develop and maintain an accounting system which is in compliance with standards for non-profit accounting. They shall develop reliable and understandable financial statements in a format acceptable to the full Council. Once developed, these financial statements shall be used consistently throughout the year so that all council members understand the true financial position of the Council at any time during the fiscal year. AZ SILC's financial and program records shall be audited annually by an independent auditor, hired by the Council for that purpose, who shall examine the Council's financial management system and report any and all findings, including those required by audits under the Office of Management and Budget (OMB) Circulars A-122 and A-133.

AZ SILC will not accept any revenues with conditions or requirements that may compromise the independence of the Council. AZ SILC will also not allocate any funds with conditions or requirements that may compromise the independence of the Council.

AZ SILC will exercise due diligence in adhering to the allocations as set forth in the resource plan. If unanticipated circumstances warrant any changes in the funds as allocated, those changes may be accommodated by redistributing the funds within the resource plan. AZ SILC may also explore additional revenues (e.g. grants and donations) to support any enhancements or expansion of the allocations.

## 5.2 Establishment and Placement – 34 CFR 364.21(a)

Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies.

– Refer to the SPIL Instructions for more information about completing this section.

**5.2 Response:** To ensure that AZ SILC does not exist as an entity within a state agency, it was established as a 501 (c) (3) not-for-profit corporation in 2002. AZ SILC develops and administers its own budget, leases an office suite in a commercial building, and hires, supervises, and evaluates its own staff. AZ

SILC has two staff; an executive director and an executive assistant. They are employees of the Council and are directly responsible to and governed by the Council. The staff conducts the day-to-day business operations of the Council, coordinates the logistics for all council related meetings and activities, and facilitates the action steps related to the Council's goals and objectives. In addition, the staff also serves as a liaison for the Council to the various stakeholders in the disability community.

### 5.3 Appointment and Composition – 34 CFR 364.21(b) – (f)

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b).

– Refer to the SPIL Instructions for more information about completing this section.

**5.3 Response:** As vacancies occur on the Council, the AZ SILC Membership and Nominating Committee identifies potential candidates to recruit for membership. The candidate pool is individuals who have in some manner previously worked with the Council (e.g. participated in AZ SILC focus groups, served as a community volunteer on an AZ SILC committee, attended outreach presentations, etc.) The membership committee is fully cognizant of the statutory requirements for council membership and will base their recommendations for appointment relative to how the candidates' profiles will contribute to the diversity of the Council's composition. The chair of the membership committee and AZ SILC executive director periodically meet with the director of the AZ Governor's Office for Boards and Commissions to present recommendations for appointment. AZ SILC has a good rapport with that office and the candidates recommended usually get an appointment. The current council composition closely represents the age, gender, disability, ethnic, and geographic diversity of the State. A majority are individuals with disabilities who are not employed at a CIL or by the State. All disabilities are represented, physical, deaf, hard of hearing, blind, cognitive, and multiple. There is a 121 project representative, a CIL executive director (elected by all the CILs executive directors), and staff from the DSU who serve on the Council as well.

AZ SILC has an executive committee composed of a chair, vice chair, secretary, treasurer and vice treasurer. Each officer is elected for two year terms by a majority vote of the Council at the last quarterly meeting of the fiscal year. To maintain some continuity, the chair, secretary, and vice treasurer are elected every other year with the vice chair and the treasurer is elected in the intervening year. The executive committee meets monthly, or more frequently as needed, to monitor the day-to-day operations. Full council meetings occur quarterly.

Many AZ SILC members serve for two consecutive terms. Applications,

appointment documents, and other pertinent documents are filed in both the AZ SILC office and the AZ Governor's Office for Boards and Commissions. Periodic reviews of those files assess and monitor the term limits.

#### 5.4 Staffing – 34 CFR 364.21(j)

Describe how the following SILC staffing requirements will be met:

- SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.
- Non-assignment of duties to SILC staff and other personnel made available by the DSU, or any other State agency or office, that would create a conflict of interest while assisting the SILC in carrying out its duties.

**5.4 Response:** According to the SILC Personnel Policies:

- “All employees of AZ SILC serve at the will and pleasure of the Council and may be terminated at any time with just cause or no cause at all. By the same token, any employee may terminate his or her employment with the Council at any time with just cause or no cause at all.”
- “Employees are provided with a job description approved by the Council. They are requested to review their job description and provide feedback to the executive director or the chairperson of the council regarding changes and improvements. Should the responsibilities of an employee change, they will be responsible for revising their job description to reflect those changes and submitting it to the executive director for consideration. Should no further revisions be needed, the executive director will submit the new job description to the Council for approval.”
- “All AZ SILC employees are evaluated after the first three months and first six months of employment. Thereafter, employees are evaluated annually corresponding with the AZ SILC Fiscal Year. The evaluations will consider quality of work, quantity of work, attendance, relations with co-workers and the public, practice of the independent living philosophy in the work, any issue addressed in a previous evaluation, and any other issues or concerns. With each evaluation, the employee will be given specific suggestions for improvement and will be given the opportunity to respond to the evaluator's comments. The executive director will conduct employee evaluations. The Council's executive committee will conduct the evaluations of the executive director and make recommendation to the full Board for final approval. Evaluations will be taken into consideration when opportunities for advancement and salary increases are available. Employees may request an evaluation at any time.”

The AZ SILC executive director works directly with and is managed solely by the Council's executive committee. That committee assigns the duties, defines the responsibilities, supervises, and evaluates the executive director.

The executive director directly manages, assigns duties, delegates responsibilities to, and evaluates the executive assistant. No other organizations provide staff support to AZ SILC. The DSU or any other organization cannot assign duties or responsibilities to AZ SILC staff.

## **Section 6: Service Provider Requirements**

Describe how the following service provider requirements will be met:

### **6.1 Staffing – 34 CFR 364.23; 34 CFR 364.24; 34 CFR 364.31**

- Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.
- Availability, to the maximum extent feasible, of personnel able to communicate (1) with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and (2) in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.
- Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.
- Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

**6.1 Response:** The DSU and CILs seek to hire and maintain personnel who are specialists in the development and provision of IL services and in the development and support of centers. Position descriptions reflect IL knowledge and experience required as minimum qualifications for each position in the hiring of IL staff. Performance reviews reflect the on-going performance in maintaining IL staff. The DSU and CILs promote equal access; therefore, staff are available, to the maximum extent feasible, who are able to communicate with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and in the native language of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services from the DSU and CILs. The experience of staff and expertise of and resources available to the agencies reflect their ability to communicate effectively with individuals with significant disabilities either applying for or receiving IL services.

Both the DSU and CILs have established and maintain distinct programs of staff development for all staff involved in providing IL services and, where appropriate, in administering the CIL programs and improving the skills of staff directly responsible for the provision of IL services, including

knowledge of and practice in the IL philosophy. AZ SILC, the DSU and CILs typically collaborate to coordinate a biennial two-day IL Conference that attracts consumers, staff, volunteers, and board members. The DSU has monthly teleconference meetings, quarterly face-to-face meetings and an annual meeting for training, sharing and supporting staff and management involved in the SILS program. The CILs maintain distinct local programs of professional development for orienting new staff and a variety of on-going training/learning for existing staff.

The DSU and CILs take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act. The DSU and CILs are affirmative action employers.

#### **6.2 Fiscal Control and Fund Accounting – 34 CFR 364.34**

- Adoption of those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds made available through parts B and C of chapter 1 of title VII of the Act, in addition to complying with applicable EDGAR fiscal and accounting requirements.

**6.2 Response:** The DSU's and CILs' fiscal principles and policies require fiscal control and fund accounting procedures that are necessary to ensure the proper disbursement of and accounting for funds made available through Parts B and C of chapter 1 of Title VII of the Act and comply with applicable EDGAR fiscal and accounting requirements.

#### **6.3 Record-Keeping, Access and Reporting – 34 CFR 364.35; 34 CFR 364.36; 34 CFR 364.37**

- Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.
- Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate
- Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.

**6.3 Response:** The DSU and CILs maintain financial records that document and fully disclose the amount and disposition, total cost, other source portion and compliance with chapter 1 of Title VII of the Act the financial assistance received under Parts B and C and other records that the Secretary determines to be appropriate to facilitate an effective audit. The DSU, in partnership with AZ SILC, and CILs annually submit a 704 Report. The DSU and CILs also provide a Financial Status Reporting Form 269 and will submit any other reports that the Secretary determines to be appropriate. Additionally, the



DSU and CILs will grant access to the Commissioner and Comptroller General, or any of their duly authorized representatives, all information necessary for the purpose of conducting audits, examinations, and compliance reviews regarding Part B and C funding activities.

#### 6.4 Eligibility – 34 CFR 364.40; 34 CFR 364.41

- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.
- Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.
- Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.
- Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.
- Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

**6.4 Response:** The DSU and CILs have programmatic policies in place which describe the eligibility criteria that an individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs. The DSU and CILs make available to any individual who requests it information about IL services under the SILS and CIL programs and referral information regarding other services and programs for individuals with significant disabilities as requested.

The DSU and CILs document eligibility determinations of applicants before providing SILS and CIL program services and apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability.

The DSU and CILs do not impose any State or local residence requirement to exclude from receiving IL services any individual who is present in the State and who is otherwise eligible for IL services.

#### 6.5 Independent Living Plans – 34 CFR 364.43(c)

- Provision of IL services in accordance with an IL plan complying with Sec. 364.52 and mutually agreed upon by the individuals with significant disabilities and the appropriate service provider staff unless the individual signs a waiver stating that an IL plan is unnecessary.

**6.5 Response:** The DSU and CILs have programmatic policies in place which describe the provision of IL services in accordance with an IL plan (which complies with

34 CFR 364.52) that is mutually agreed upon by the individuals with a significant disabilities and DSU/CIL staff, unless the individual signs a waiver stating that an IL plan is unnecessary.

#### 6.6 Client Assistance Program (CAP) Information – 34 CFR 364.30

- Use of accessible formats to notify individuals seeking or receiving IL services under chapter 1 of title VII about the availability of the CAP program, the purposes of the services provided under the CAP, and how to contact the CAP.

**6.6 Response:** The DSU and CILs have programmatic policies in place which describe provision of information, in accessible formats as requested, notifying individuals seeking or receiving IL services of the SILS and CIL programs about the availability of the Client Assistance Program (CAP) program, the purposes of the services provided under the CAP, and how to contact the CAP.

#### 6.7 Protection, Use and Release of Personal Information – 34 CFR 364.56(a)

- Adoption and implementation of policies and procedures meeting the requirements of 34 CFR 364.56(a), to safeguard the confidentiality of all personal information, including photographs and lists of names.

**6.7 Response:** The DSU and CILs have programmatic policies in place which describe safeguarding the confidentiality of all personal information, including photographs and lists of names, of applicants and recipients of SILS and CIL program services, in accordance with the requirements of 34 CFR 364.56(a).

### **Section 7: Evaluation**

Describe the method that will be used to periodically evaluate the effectiveness of the plan in meeting the objectives established in Section 1. The description must include the State's evaluation of satisfaction by individuals with significant disabilities who have participated in the program. 34 CFR 364.38

**Section 7 Response:** This SPIL will be reviewed and evaluated on an annual basis regarding the effectiveness of meeting the objectives established in Section 1, including an evaluation of the satisfaction by individuals with significant disabilities who have received SILS and CIL program services. The evaluation will be conducted by the AZ SILC, DSU and CILs every October, after the close of the Federal fiscal year, and include modification and revision as needed. Additionally, a review of the Goals & Objectives will be conducted by AZ SILC as part of their quarterly council meetings.

### **Section 8: State-Imposed Requirements**

Identify any State-imposed requirements contained in the provisions of this SPIL. Indicate N/A if not applicable. 34 CFR 364.20(h)

**Section 8 Response:** N/A There are no State-imposed requirements contained in the provisions of this SPIL.

## 2008/2010 Arizona SPIL - Goals & Objectives - Attachment 1

<b>GOAL A – Promote and support advocacy strategies that impact Independent Living.</b>	<b>Target Date</b>	<b>Primary Lead</b>	<b>Partners</b>
<b><u>Objective A1:</u> Identify and prioritize IL issues related to Assistive Technology, Emergency Preparedness, Healthcare, Housing, Transition, and Transportation</b>			
<b><u>A1.1a:</u></b> Develop an assessment instrument/survey questionnaire related to Assistive Technology (AT) for People with Disabilities (PWD).	Oct-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.1b:</u></b> Conduct a consumer survey/needs assessment related to AT for PWD to assess issues.	Nov-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.1c:</u></b> Draft an AT for PWD Fact Sheet based on the issues as identified and/or prioritized in the consumer survey.	Dec-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.1d:</u></b> Distribute the AT for PWD Fact Sheet to a consumer advisory group for their editorial review and comment.	Dec-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.1e:</u></b> Develop strategies to address AT for PWD issues.	Jan-09	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.1f:</u></b> Implement strategies developed in A1.1e	Mar-09	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.2a:</u></b> Establish a coalition of organizations to address Emergency Preparedness for PWD.	Oct-07	AZ SILC	
<b><u>A1.2b:</u></b> Develop an assessment instrument/survey questionnaire related to Emergency Preparedness for PWD.	Mar-08	AZ SILC	AZ Coalition for Emergency Preparedness (ACEP)
<b><u>A1.2c:</u></b> Conduct a consumer survey/needs assessment related to Emergency Preparedness for PWD to assess issues.	Jun-08	AZ SILC	ACEP

	Target Date	Primary Lead	Partners
<b><u>A1.2d:</u></b> Draft an Emergency Preparedness for PWD Fact Sheet based on the issues as identified and/or prioritized in the consumer survey.	Sep-08	AZ SILC	ACEP
<b><u>A1.2e:</u></b> Distribute the Emergency Preparedness for PWD Fact Sheet to a consumer advisory group for their editorial review and comment.	Nov-08	AZ SILC	ACEP
<b><u>A1.2f:</u></b> Develop strategies to address Emergency Preparedness for PWD issues.	Dec-08	AZ SILC	ACEP
<b><u>A1.2g:</u></b> Implement strategies developed in a A1.2f	Mar-09	AZ SILC	ACEP, CILs, AZRSA
<b><u>A1.3a:</u></b> Develop an assessment instrument/survey questionnaire related to Healthcare for PWD.	Oct-07	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.3b:</u></b> Conduct a consumer survey/needs assessment related to Healthcare for PWD to assess issues.	Nov-07	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.3c:</u></b> Draft a Healthcare for PWD Fact Sheet based on the issues as identified and/or prioritized in the consumer survey.	Dec-07	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.3d:</u></b> Distribute the Healthcare for PWD Fact Sheet to a consumer advisory group for their editorial review and comment.	Dec-07	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.3e:</u></b> Develop strategies to address Healthcare for PWD issues.	Jan-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.3f:</u></b> Implement strategies developed in A1.3e	Mar-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.4a:</u></b> Develop an assessment instrument/survey questionnaire related to Inclusive Housing for PWD.	Oct-07	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.4b:</u></b> Conduct a consumer survey/needs assessment related to Inclusive Housing for PWD to assess issues.	Nov-07	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.4c:</u></b> Draft an Inclusive Housing for PWD Fact Sheet based on the issues as identified and/or prioritized in the consumer survey.	Dec-07	AZ SILC	AZDAC, CILs, AZRSA

	Target Date	Primary Lead	Partners
<b><u>A1.4d:</u></b> Distribute the Inclusive Housing for PWD Fact Sheet to a consumer advisory group for their editorial review and comment.	Dec-07	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.4e:</u></b> Develop strategies to address Inclusive Housing for PWD issues.	Jan-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.4f:</u></b> Implement strategies developed in A1.4e	Mar-09	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.5a:</u></b> Develop an assessment instrument/survey questionnaire related to Transition Services for PWD.	Oct-09	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.5b:</u></b> Conduct a consumer survey/needs assessment related to Transition Services for PWD to assess issues.	Nov-09	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.5c:</u></b> Draft a Transition Services for PWD Fact Sheet based on the issues as identified and/or prioritized in the consumer survey.	Dec-09	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.5d:</u></b> Distribute the Transition Services for PWD Fact Sheet to a consumer advisory group for their editorial review and comment.	Dec-09	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.5e:</u></b> Develop strategies to address Transition Services for PWD issues.	Jan-10	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.5f:</u></b> Implement strategies developed in A1.5e	Mar-10	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.6a:</u></b> Develop an assessment instrument/survey questionnaire related to Transportation for PWD.	Oct-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.6b:</u></b> Conduct a consumer survey/needs assessment related to Transportation for PWD to assess issues.	Nov-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.6c:</u></b> Draft a Transportation for PWD Fact Sheet based on the issues as identified and/or prioritized in the consumer survey.	Dec-08	AZ SILC	AZDAC, CILs, AZRSA
<b><u>A1.6d:</u></b> Distribute the Transportation for PWD Fact Sheet to a consumer advisory group for their editorial review and comment.	Dec-08	AZ SILC	AZDAC, CILs, AZRSA

	Target Date	Primary Lead	Partners
<b>A1.6e:</b> Develop strategies to address Transportation for PWD issues.	Jan-09	AZ SILC	AZDAC, CILs, AZRSA
<b>A1.6f:</b> Implement strategies developed in A1.6e	Mar-10	AZ SILC	AZDAC, CILs, AZRSA
<b>Objective A2: Promote and support statewide advocacy projects that address IL issues</b>			
<b>A2.1:</b> Promote and support a Statewide IL Summit.		AZ SILC	AZRSA
<b>A2.1a:</b> Develop a plan to convene and coordinate a Statewide IL Summit.	Aug-09	CILs/ AZ SILC	AZRSA
<b>A2.1b:</b> Convene and coordinate a Statewide IL Summit.	Aug-10	CILs/ AZ SILC	AZRSA
<b>A2.1c:</b> Draft White Paper(s) related to IL issues explored at the IL Summit.	Sep-10	AZ SILC	
<b>A2.2:</b> Promote and support the Just Vote Arizona Coalition, a Get Out the Vote Project for PWD in Arizona.		AZ SILC	Just Vote AZ Coalition
<b>A2.2a:</b> Coordinate the activities/meetings of the Just Vote Arizona Coalition.	Oct-07	AZ SILC	Just Vote AZ Coalition
<b>A2.2b:</b> Facilitate list enhancement of coalition members.	Oct-07	AZ SILC	Just Vote AZ Coalition
<b>A2.2c:</b> Increase Coalition membership by at least ten percent annually.	On-going	AZ SILC	Just Vote AZ Coalition
<b>A2.2d:</b> Identify number of registered voters in the disability community.	Mar-08	AZ SILC	Just Vote AZ Coalition
<b>A2.2e:</b> Increase disability voter registration by at least five percent annually (2007 will serve as the base year).	On-going	AZ SILC	Just Vote AZ Coalition

	Target Date	Primary Lead	Partners
<b>Objective A3: Establish and/or expand communication networks with IL stakeholders and policy makers.</b>			
<b>A3.1:</b> Present Issue Fact Sheets to legislators and other policy makers (reference objectives A1.1c, A1.2d, A1.3c, A1.4c, A1.5c, and A1.6c)	Jan-08	AZ SILC	AZDAC
<b>A3.2:</b> Advocate for issues as referenced in A3.1	Mar-08	AZ SILC	AZDAC
<b>A3.3:</b> Promote and support a statewide consumer internet legislative training program on the Arizona Legislative Information System (ALIS).	Jan-08	AZ SILC	AZDAC, Just Vote AZ Coalition
<b>A3.4:</b> Identify consumers in each state legislative district to be part of an advocacy listserv.	Mar-08	AZ SILC	Just Vote AZ Coalition
<b>A3.5:</b> Distribute Fact Sheets as identified in A3.1 to advocacy listserv.	Mar-08	AZ SILC	Just Vote AZ Coalition
<b>Objective A4: Participate in, promote, and/or support national advocacy organizations/projects that address IL issues</b>	On-going	AZ SILC	
<b>Objective A5: Review and evaluate annually the preceding Objectives and Action Steps and modify or revise accordingly as needed</b>	On-going (Oct)	AZ SILC	All Partners
<b>GOAL B – Enhance and expand collaborations among organizations to promote and support disability diversity awareness training and/or education.</b>			
<b>Objective B1: Establish a Business/AZ SILC Partnership Program</b>			
<b>B1.1:</b> Establish an AZ SILC business partnership advisory committee.	Sep-08	AZ SILC	Business Partners
<b>B1.2:</b> Develop a presentation focused on assisting businesses to increase their disability customer base.	Dec-08	AZ SILC	Business Partners



	Target Date	Primary Lead	Partners
<b>B1.3:</b> Conduct at least three presentations annually (reference B1.1) to marketing departments of businesses.	On-going	AZ SILC	Business Partners
<b>B1.4:</b> Create and distribute a directory identifying businesses that are cross-disability friendly.	Sep-10	AZ SILC	Business Partners
<b>Objective B2: Promote and support events and/or programs that enhance the cultural/societal images of PWD</b>			
<b>B2.1:</b> Promote and support the development of a Continuing Education Disabilities Studies Curriculum.	Mar-08	AZ SILC	U of A
<b>B2.1a:</b> Promote and support the implementation of a Continuing Education Disabilities Studies Curriculum for service providers.	Jun-08	AZ SILC	DES
<b>B2.2:</b> Promote and support the development of an Academic Disabilities Studies Curriculum.	Sep-08	AZ SILC	U of A
<b>B2.2a:</b> Promote and support the implementation of an Academic Disabilities Studies Curriculum at the university level.	Mar-09	AZ SILC	U of A
<b>B2.2b:</b> Promote and support the implementation of an Academic Disabilities Studies Curriculum in grades K through 12.	Mar-10	AZ SILC	ADE
<b>B2.3:</b> Develop a plan for creating a universal disability related icon (e.g. a design competition, an exhibition, etc.).	Jun-08	AZ SILC	Arts Organizations
<b>B2.3a:</b> Explore potential funding sources to underwrite the creation and copyright of a universal disability related icon.	Aug-08	AZ SILC	
<b>B2.3b:</b> Contingent upon B2.3a, coordinate a universal disability related icon event.	Oct-09	AZ SILC	Arts Organizations
<b>B2.4:</b> Develop a plan for a disability related cultural event (e.g. an art exhibition, cinema festival, etc.).	Jun-09	AZ SILC	AZ Commission on the Arts

	Target Date	Primary Lead	Partners
<b>B2.4a:</b> Explore potential funding sources to underwrite a disability related cultural event.	Aug-09	AZ SILC	
<b>B2.4b:</b> Contingent upon B2.4a, coordinate a disability related cultural event.	Sep-10	AZ SILC	Arts Organizations
<b>Objective B3:</b> Enhance and expand the multi-organizational disability related event calendar	On-going	AZ SILC	Multiple Organizations
<b>Objective B4:</b> Review and evaluate annually the preceding Objectives and Action Steps and modify or revise accordingly as needed	On-going (Oct)	AZ SILC	All Partners
<b>GOAL C: Enhance and expand outreach to promote and support community inclusion of PWD with an emphasis on unserved and underserved populations</b>			
<b>Objective C1:</b> Transpose and present AZ SILC and SILS and CIL programs presentation/promotional materials in accessible and culturally competent language formats	On-going	AZ SILC	CILs, AZRSA
<b>Objective C2:</b> Identify populations for outreach efforts that are considered unserved and underserved (as defined and published by U.S. OSERS/RSA in their instruction manual for the 704 report).			
<b>C2.1:</b> Annually review census figures and demographics of Arizona to identify and locate unserved and underserved populations.	On-going	AZ SILC	
<b>C2.2:</b> Target three specific populations annually for outreach presentations and and/or town hall meetings.	On-going	AZ SILC	ACDL, AZRSA, AZDAC, CILs
<b>C2.3:</b> At each outreach activity, identify individuals that are potential candidates to recruit for AZ SILC membership.	On-going	AZ SILC	All Partners

	Target Date	Primary Lead	Partners
<b><u>Objective C3:</u></b> Collaborate annually in at least four community events, e.g. complex/nursing homes, college Disability Resource Services, rehabilitation units, disability expos, and/or legislative sessions.	On-going	AZ SILC	All Partners
<b><u>Objective C4:</u></b> Review and evaluate annually the preceding Objectives and Action Steps and modify or revise accordingly as needed	On-going (Oct)	AZ SILC	All Partners
<b>GOAL D: Promote and Support IL Resource and Organizational Capacity Building</b>			
<b><u>Objective D1:</u></b> Analyze and review IL statistical data, demographics, and funding			
<b><u>D1.1:</u></b> Construct a matrix reflecting the funding in Arizona relating to programs and services for all disabilities.	Nov-07	AZ SILC	CILs, AZ Governor's Councils, AZRSA
<b><u>D1.2:</u></b> Research the staff, programs, and funding streams of SILCs in other states.	Nov-08	AZ SILC	ILRU, NCIL
<b><u>D1.3:</u></b> Compare and contrast the staff, programs, and funding streams of the AZ SILC to other states.	Dec-08	AZ SILC	
<b><u>D1.4:</u></b> Promote and support a Geographic Information System (GIS) workshop that will focus on Mapping Arizona Disability Communities.	Nov-08	AZ SILC	
<b><u>D1.5:</u></b> Construct a matrix reflecting the staff, programs, and funding streams of AZRSA.	Nov-08	AZRSA	AZ SILC
<b><u>D1.6:</u></b> Compare and contrast the staff, programs, and funding streams of AZRSA with other states that have similar demographics.	Sep-09	AZ SILC	AZRSA
<b><u>D1.7:</u></b> Construct a matrix reflecting the demographics, budget, and geographic service areas of each CIL annually in March.	On-going	AZ SILC	CILS

	Target Date	Primary Lead	Partners
<b>Objective D2: Promote and support expanding the IL network</b>			
<b>D2.1:</b> Revise service areas to reflect service capacity of each CIL to ensure statewide coverage.	Oct-07	AZ SILC	CILs
<b>D2.2:</b> Pursue state funding to establish and expand CIL branch or satellite offices in unserved and underserved areas.	Jan-08	AZ SILC	CILs, AZDAC
<b>D2.3:</b> Coordinate quarterly meetings of the CILs executive directors and the AZRSA Administrator.	On-going	AZ SILC	CILs, AZRSA
<b>D2.4:</b> Contract with DIRECT to promote and support Cochise Ability.	On-going	AZ SILC	DIRECT
<b>D2.5:</b> Contract with CyberCIL to promote and support a virtual CIL.	On-going	AZ SILC	CyberCIL, ABIL
<b>Objective D3: Develop an Arizona marketing plan for IL</b>			
<b>D3.1:</b> Enhance and expand AZ SILC promotional materials.	On-going	AZ SILC	
<b>D3.2:</b> Promote and support the corporate branding of IL.	Dec-07	AZ SILC	CILs
<b>D3.3:</b> Identify potential funding sources to underwrite an IL media promotional campaign.	Dec-07	AZ SILC	
<b>D3.4:</b> Contingent upon D3.3, coordinate an IL media campaign.	Mar-08	AZ SILC	
<b>Objective D4: Promote and support a statewide disability youth advocacy training program</b>			
<b>D4.1:</b> Establish an advisory committee	Jan-09	AZ SILC	CILs, Governor's Councils, AZRSA, ADE, YLFN, KASA
<b>D4.2:</b> Develop or adapt a curriculum.	Mar-09	AZ SILC	same as above

	Target Date	Primary Lead	Partners
<b>D4.3:</b> Identify potential funding sources to support the training and submit three proposals.	Apr-09	AZ SILC	same as above
<b>D4.4:</b> Contingent upon D4.3, coordinate a training.	Mar-10	AZ SILC	same as above
<b>Objective D5: Promote and support the development of comprehensive approaches or systems for providing IL services</b>			
<b>D5.1:</b> Influence the policies of selected public or nonprofit organizations, or other entities that provide disability related services, by serving on their boards of directors.	On-going	AZ SILC	All Partners
<b>D5.2:</b> Serve on the steering committees of selected public or nonprofit organizations, or other entities that coordinate disability related conferences, events, or other projects.	On-going	AZ SILC	All Partners
<b>Objective D6: Review and evaluate annually the preceding Objectives and Action Steps and modify or revise accordingly as needed</b>	On-going (Oct)	AZ SILC	All Partners
<b>GOAL E: Promote and Support the Enhancement and Expansion of the State Independent Living Services (SILS) and Centers for Independent Living (CIL) Programs</b>			
<b>Objective E1: Create and distribute a matrix of SILS and CIL programs/services</b>			
<b>E1.1:</b> Use matrices from D1.5 & D1.7 to identify SILS & CIL geographic program areas, organizations and office locations.	Mar-09	AZRSA	AZ SILC, CILs
<b>E1.2:</b> Create and revise annually a single matrix of SILS and CIL programs/services.	Mar-09 On-going	AZRSA	AZ SILC, CILs

	Target Date	Primary Lead	Partners
<b>E1.3:</b> Publish and post to appropriate websites, for consumers, SILS & CIL program staff, and other stakeholders in the disability community, the matrix referenced in E1.2	Jun-09 On-going	AZRSA	AZ SILC, CILs
<b>Objective E2: Assess gaps in SILS and CIL programs for unserved and underserved populations with particular attention to the deaf/blind population</b>			
<b>E2.1:</b> The DSU Deaf/Blind State Coordinator and CILs staff will review the existing SILS and CIL programs for the deaf/blind population.	Oct-07	AZRSA	CILs
<b>E2.2:</b> The DSU Deaf/Blind State Coordinator and CILs staff will develop an assessment instrument/survey questionnaire related to deaf/blind SILS and CIL programs.	Dec-07	AZRSA	CILs
<b>E2.3:</b> The DSU Deaf/Blind State Coordinator and CILs staff will conduct a consumer survey/needs assessment related to the SILS and CIL programs for deaf/blind consumers.	Feb-08	AZRSA	CILs
<b>E2.4:</b> The DSU Deaf/Blind State Coordinator and CILs staff will draft a Fact Sheet based on the issues as identified and/or prioritized in the consumer survey.	Apr-08	AZRSA	CILs
<b>Objective E3: Collaborate with stakeholders in the deaf/blind community to ameliorate identified gaps in services</b>			
<b>E3.1:</b> The DSU Deaf/Blind State Coordinator and CILs staff will distribute the Fact Sheet to deaf/blind community stakeholders for editorial review and comment.	May-08	AZRSA	CILs Deaf/Blind Community Stakeholders
<b>E3.2:</b> The DSU Deaf/Blind State Coordinator and CILs staff will develop strategies with deaf/blind community stakeholders to address SILS and CIL programs issues.	Jul-08	AZRSA	CILs Deaf/Blind Community Stakeholders

	Target Date	Primary Lead	Partners
<b>E3.3:</b> Implement strategies developed in E3.2	Jan-09	AZRSA	CILs Deaf/Blind Community Stakeholders
<b>Objective E4:</b> Advocate for the implementation of strategies to address deaf/blind SILS and CIL programs issues			
<b>E4.1:</b> Distribute and present Fact Sheet information to State Legislators and other policy makers (reference objective E2.4)	Aug-08	AZ SILC	Deaf/Blind Community Stakeholders AZRSA CILs
<b>E4.2:</b> Advocate with policy makers for strategies to address deaf/blind SILS and CIL programs issues.	Oct-08	AZ SILC	Deaf/Blind Community Stakeholders
<b>Objective E5:</b> Review and evaluate annually the preceding Objectives and Action Steps and modify or revise accordingly as needed	On-going (Oct)	AZ SILC	All Partners